

**TOWN OF FAIR HAVEN, VERMONT
SELECTBOARD
WATER AND SEWER COMMISSIONERS
LIQUOR COMMISSIONERS-CEMETERY COMMISSIONERS
Regular Select Board Meeting
January 19, 2016**

Members Present: Robert Richards, Jeff Sheldon, Dick Frazier, Sean Galvin, Rod Holzworth II.

Others Present: Town Manager Herb Durfee, Minute Taker Claire Stanley, Emily Cutts, Rutland Herald, John Lulek, Glen Roberts, Walter Panoushek, Don Proctor, Mary McNeil, Tyler Hock, F.H. Rescue, Lori A. Darrah, F.H. Rescue, Merrill E. Bent, DG Retail, LLC, Mathew R. McNeil, Police Chief William Humphries, Daniel Appelt, PEG TV.

Call to Order: Chairman Bob Richards called the meeting to order at 7:00 p.m. and led the assembly in the Pledge of Allegiance.

Amendments to the Agenda: Mr. Sheldon moved to **delete from the agenda:** New Business, Air Park; Step 3 Grievance re: G. Marcy; seconded by Mr. Holzworth and passed unanimously.

Approval of Minutes: Mr. Frazier made a motion to approve the Minutes of the January 5, 2016 Meeting; seconded by Mr. Sheldon and passed unanimously.

Mr. Sheldon made a motion to approve the Minutes of the January 7, 2016 Meeting; seconded by Mr. Holzworth and passed unanimously.

Mr. Frazier made a motion to approve the Minutes of the January 12, 2016 Meeting; seconded by Mr. Holzworth and passed unanimously.

Five Minutes for Public Comment: None

Department Heads and Committee Reports: Town Manager Durfee reported:

- Frozen line policy reminders that were posted and sent home to rate payers are in members' packets.
- Re-imbusement of \$629.70 for repair work done by the Department of Public Works at the time of the utility pole accident on North Main Street is in progress.
- Child First Advocacy did not submit a petition on time to get on the March Warning.
- A letter was received from TDI New England thanking the Town for working with them to achieve their permit.
- The Planning Commission is holding their public meeting re: Town Plan tomorrow, 7:00 p.m.
- Received a letter of resignation from Elected Auditor Sharon Kendall citing a conflict of interest with her work positions. There is someone potentially interested to serve the remainder of the three year term.
- Updated Water Source Protection Plan was submitted to the state for approval.

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- The Billewicz properties are still in the court process. There has been no communication since 12/21/15.
- The Steve Pellerin property (23 West Street) went to tax sale. There were no bidders. If not redeemed in one year, the Town owns it.
- If the Board wishes to conduct an income survey related to trying to get better rates for the anticipated water infrastructure bond, it would cost the Town about \$9,600, if Vermont Rural Water Association did the work. A copy is in members' packets.
- There is correspondence between attorneys re: Vermont Structural Slate -- making sure all is in order.
- The internal advertising for the Chief Water Operator is done. There was one applicant -- Tom Donovan will be receiving a formal letter offering the position.
- The part-time water position will not be advertised until the grievance process is concluded.

NEW BUSINESS

Decision on Some Town Meeting Articles: P.A.C.E. is between the company and residents -- at no cost to the Town. Mr. Galvin made a motion to include this matter on the warning; seconded by Mr. Sheldon and passed unanimously.

Rescue (assuming petition not submitted) Town policy is that a petition is needed annually for inclusion on the warning. A petition was submitted, but with too few signatures. Mr. Sheldon made a motion to include Article 4 (one time, this year); seconded by Mr. Frazier. It is felt that the Board has no oversight on this program; that voters should have the opportunity to question how the money is spent; F.H. Rescue submits a financial report yearly. It was noted that this Board is heavily in support of the Rescue Squad. Mr. Frazier called the question. The motion carried unanimously.

Sewer Abatement Request -- Deborah Eddy, 3 Willard Ave., Acct #212: Mr. Sheldon made a motion to abate the sewer portion as requested; seconded by Mr. Frazier. There was an outside water leak; using the usual calculations the amount to abate is \$674.73. The motion carried unanimously.

2nd Class Liquor License Request -- DG Retail, LLC (d/b/a Dollar General Store #11660): Mr. Sheldon made a motion to grant a 2nd Class Liquor License as requested; seconded by Mr. Frazier. A 2nd class license is for beer and wine -- not serving. The motion carried 5-0-0.

Special Town Meeting Warning Approval and Signing (Bond for Water Line Improvements): Mr. Frazier stated he will not sign this document -- he feels it is too expensive for Fair Haven citizens. Mr. Sheldon made a motion to warn a special meeting on Tuesday, March 1, 2016 as presented by the Town Manager related to a \$2,120,000 bond for water line improvements outlined in the preliminary engineering report prepared by Aldrich + Elliott and to sign the Warning as presented. The information presented by the Town Manager includes the Certificate of Posting Publication and Vote to be signed by the Town Clerk, the form of the

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ballot, the Warning for Board signature, the Resolution Certificate to be signed by the Town Clerk, and the Declaration of Official Intent of the Town to Reimburse Certain Expenditures from Proceeds of Indebtedness to be signed by the Board; seconded by Mr. Holzworth. This is a special warning, meeting at the same time as Town Meeting. The total cost of the project is \$2,120,000 encompassing North Main, Fourth and Mechanic Streets, Maple, Liberty, Pine, Capitol Hill, Dutton Ave and Depot Streets. Funding is available from State of Vermont Drinking Water Revolving Fund (DWSRF) or USDA Rural Development program though yet to be determined. Upon bond approval, and possibly subject to an income survey, the funding sources will be researched to find best financing results for the Town. Hearings will be conducted (informally) on February 16th and formally (by law) on February 29th. The motion carried 4-1-0 with **Mr. Frazier dissenting**. Members signed the Warning.

Mr. Sheldon made a motion to sign the **Declaration of Official Intent of the Town of Fair Haven to Reimburse Certain Expenditures from Proceeds of Indebtedness;** seconded by Mr. Holzworth. The motion carried 4-1-0 with **Mr. Frazier dissenting**. Members signed the Declaration.

FYE 2017 Budget Approval: There was lengthy discussion after finding that there is a bottom line budget increase of 12.18% instead of a 3% decrease. Durfee explained that in the original spreadsheet, the "Utilization of Surplus" in Revenues and "Transfers Out" in Appropriations should not have been included in FYE 2016. He indicated he didn't realize it until only yesterday. Discussion was how to reduce expenditures possibly by \$229,869 to arrive at a 0% increase in the Selectboard budget, not including Appropriations. Frazier preferred a reduction of \$277,190 to equate figures to a 3% decrease related to the Selectboard budget. Members offered suggestions and made cuts including paving, Municipal Building Reserve, Cemetery, Police Dept. copier and DPW Vehicles and Equipment Reserve. Mr. Richards noted that for the last 3 to 5 years, budgets have been going down. If this trend continues, infrastructure will suffer. Cuts were also made to reserve account allocations including Fire Vehicles and Equipment, Streets and Sidewalks, Transfer Station and New Town Garage. There was discussion to find ways to increase revenue including, trying to do even better on delinquent tax receivables; Constable fee generation to offset expenses; increase in Transfer Station revenue. Mr. Galvin suggested that the Police Department work outside Fair Haven as does the Sherriff Dept. earning funds for their Department. Board members agreed it was too late in the evening to discuss contracts external to the Town. The Board agreed to raise Transfer Station tipping fees (for User Fees and Punch Card Sales) beginning July 1, 2016 such that Transfer Station expected total revenue would increase by \$25,000. The Board left it to the Town Manager to prepare a recommendation later in the year, but before July 1, 2016, for Board approval.

Chairman Richards declared a short break to allow the Town Manager to make budget changes in the Warning.

Mr. Sheldon made a motion to accept the budget of **\$1,953,403 (minus \$473,540 anticipated revenue) of which \$1,479,863 is to be raised by taxes.** The motion was seconded by Mr. Holzworth and passed unanimously. Durfee indicated the amount represents a 3.49% increase in the Selectboard budget, or 1.41% increase in property taxes.

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2016 March Town Meeting Warning Approval and Signing (Town and Highway Budget): Mr. Sheldon made a motion to approve the warning as presented by the Town Manager; seconded by Mr. Holzworth and passed unanimously.

Round Table Discussion: Mr. Sheldon reminded members there are only two meetings left to do the Town Manager evaluation.

The **Checkbook Status** is \$87,321.70

Mr. Sheldon made a motion to Sign Warrants: Payroll, \$24,437.04; General Fund, \$1,654,140.64; seconded by Mr. Galvin and passed unanimously.

Mr. Frazier moved to adjourn at 10:22 p.m.; seconded by Mr. Sheldon and passed unanimously.

Respectfully submitted,
Claire Stanley


Richard Frazier, Board Clerk